

# LifeWorks

CAREER CHOICES FOR TODAY

## Serving in the Public's Best Interest

PAGE 4

## HEALTHCARE CAREERS: Take Your Pick at HCC

PAGE 8

## The Basics of Good Leadership

PAGE 9

## Unwrap a Sweet Deal: Haywood Early College

PAGE 10

## WIRED FOR SUCCESS: Electronic Engineering

PAGE 12





Questions about the HCC programs and services described in this publication should be directed to Student Development Services at 828.627.4500. Comments or questions about the publication itself can be directed to the HCC Marketing and Communications Office at 828.627.4521.

**Editor** .....Debra M. Davis  
*Director, HCC Marketing and Communications*

**Assistant Editor** .....Diana Conard  
*Marketing and Communications Technician*

**Writers** .....Debra M. Davis, Diana Conard

**Cover Photography** .....Debra M. Davis

**VISIT HCC ON THE WEB AT  
 WWW.HAYWOOD.EDU**

#### Haywood Community College Board of Trustees

Mark Bumgarner, *Chair*  
 Donna Forga, *Vice Chair*  
 Lynne Barrett  
 Charles Boyd  
 R. Neal Ensley  
 Richard Lanning  
 Michael McConnell  
 Dean McMahon  
 Peggy C. Melville  
 Robert Morris  
 Steve Sorrells

Nicole Owen, *Student Government President*

#### Executive Council

Dr. Rose H. Johnson, *President*  
 Elaine Barnes, *Executive Director of Student Success Services*  
 Dr. Chad Bledsoe, *Vice President of Academic  
 and Workforce Development Services*  
 Karen Denney, *Executive Director of Business Operations*  
 Dr. Laura Leatherwood, *Executive Director of Continuing  
 and Adult Education*  
 Teresa Starrs, *Executive Assistant to the President*  
 Dr. Annemarie Timmerman, *Executive Director of Technology  
 and Instructional Support Services*  
 Debbie Trull, *Executive Director of Administrative Services*

Haywood Community College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (SACS) to award associate degrees, diplomas, and certificates. SACS information: address: 1866 Southern Lane, Decatur, Georgia 30033-4097; telephone number: 404-679-4501; fax: 404-679-4558; web address: www.sacscoc.org. Inquiries to the Commission should relate only to the accreditation status of the institution.

LifeWorks is published by Haywood Community College. HCC is an equal opportunity institution and does not discriminate on the basis of race, religion, ethnic origin, age, sex, marital status, or disability. The college is located at 185 Freedlander Drive in Clyde, North Carolina 28721.

All rights reserved. No part of the material printed may be reproduced or used in any form or by any means, electronic or mechanical, including photocopying, recording, or by any information storage retrieval system without the permission of the publisher.

©2011 Haywood Community College

## CONTENTS

HAYWOOD COMMUNITY COLLEGE 2011

# LifeWorks

CAREER OPTIONS  
FOR TODAY



## Features

- 3** Did You Know?
- 4** Serving in the Public's Best Interest
- 8** Healthcare Careers: Take Your Pick at HCC
- 9** The Basics of Good Leadership
- 10** Unwrap a Sweet Deal: Haywood Early College
- 12** Wired for Success: Electronic Engineering



## Courses of Study

- 13** HCC Programs:  
The complete works

#### On the cover:

BLET graduate Mark Glass

HCC Early College graduate Brooke Trantham.

# Did you know?

**OUT OF 100 NORTH CAROLINA EIGHTH GRADERS, ONLY 18 WILL GRADUATE FROM COLLEGE.**

**COMMUNITY COLLEGES IN NORTH CAROLINA ARE WITHIN A 30 MINUTE DRIVE OF THEIR STUDENTS.**

**99 PERCENT OF NORTH CAROLINA COMMUNITY COLLEGE GRADUATES ARE EMPLOYED WITHIN ONE YEAR.**

## ABOUT HCC:

- **A record of more than 470 graduates was recognized at HCC's 2010 ceremonies.** Also a first for HCC, seven Haywood Early College students received their high school diplomas and a two-year college transfer degree.
- **HCC was the first community college in the state** to offer an associate degree in Entrepreneurship.
- **HCC's Continuing and Adult Education served over 10,000 students in 2009.** This includes 3008 firefighters, 679 law enforcement officers, and 894 EMS personnel.
- **In 2009, the HCC Foundation raised over \$1 million** and added over 140 new donors.
- **The faculty to student ratio at HCC is 15:1.**



## About HCC's Natural Resources Department



- According to the June 14, 2010, issue of *Community College Weekly*, HCC was ranked number five in the nation as the top associate degree producer for Natural Resources and Conservation.
- The HCC grounds serve as an outdoor classroom for students in natural resources. Students also have access to three other tracts of land-the 320-acre Raymond J. Fowler Conservancy and Teaching Forest, the 54-acre John T. and Catherine R. Beaty Natural Resources Classroom, and a 328-acre tract of land located at Balsam Gap obtained through a generous gift from the NC Conservation Fund.
- HCC's Fish and Wildlife Program is the only fish and wildlife associate degree program in North Carolina that is accredited by the North American Wildlife Technology Association. This stamp of approval ensures a quality program and enables graduates an edge in finding employment.
- HCC's Forest Management program is the only associate degree program in North Carolina recognized by the Society of American Foresters. The college is the first two-year college to receive a student chapter of The Wildlife Society. A number of HCC natural resources students compete in woodsmen's meets and conclaves at national levels making impressive showings as they outdo many students from four-year institutions.





# Serving in the Public's Best Interest

By Debra M. Davis and Diana Conard

**S**tudents and graduates of HCC's public service oriented programs all have one thing in common—a sense of caring for others and the need to help and protect the people of Haywood County. Cody Stiles, a volunteer fireman for the Saunook Fire Department says, “At the end of the day, I like to know I have made a difference. I just like helping people and no payment is as great as having someone say ‘thank you.’”

There are a variety of programs offered

at HCC where a person can fulfill their desire to help others. Through the Continuing Education Department, students may enroll in law enforcement training, health and emergency services training or fire and rescue training. Plus, the college offers an associate degree and an alliance program in Criminal Justice. Through the alliance program with Western Carolina University, a student may attend HCC for 3 years and WCU for one to obtain a bachelor's degree in Criminal Justice.

**THESE STUDENTS AND GRADUATES HAVE ONE THING IN COMMON — A SENSE OF CARING FOR OTHERS AND THE NEED TO HELP AND PROTECT THE PEOPLE OF HAYWOOD COUNTY. THEY HAVE AN UNDERLYING DESIRE TO MAKE A DIFFERENCE IN PEOPLE'S LIVES. AND THEY DO EVERY DAY.**

## Leading the Way



**Tonya Clark**

Coordinator of Emergency Services  
Training  
828.627.4617 • tsclark@haywood.edu



**Dee Massey**

Fire Services Coordinator  
828.627.4247  
dmassey@haywood.edu



**Dee Parton**

Coordinator of Public Service Training  
828.627.4548  
dparton@haywood.edu



**Barbara Wolfe**

Criminal Justice Program Manager  
828.627.3615  
bwolfe@haywood.edu



# Law Enforcement

**T**he Basic Law Enforcement Training (BLET) program attracts men and women in all age groups. For many, it may be the start of a second career and for others it may be their first. Regardless of age, it is a level playing field and each applicant must qualify for admittance based on a complete physical including a drug screen, a notarized criminal history check, a certified copy of their driving record and an interview. And each applicant must also have a sponsoring agent before they are admitted to the program.

Forty-three-year-old Mark Glass, one of HCC's most recent BLET graduates, enrolled in the program when he lost his job with Volvo. For seven years, he managed Volvo sales in Western North Carolina and then the plant shut down. He knew he was going to have to find a new career. "I felt useless, no purpose, and nowhere to go," he said. "But I soon realized that many of the skill sets used in sales could also be beneficial in law enforcement."

He once worked for the Buncombe County Sheriff's Department but knew, even with prior experience, he would have to start over because he had let his certification expire and many laws had changed. He enrolled in HCC's BLET program.

He admits that everything was not easy. "The hardest challenge for me was the physical training. I'm not as young as I used to be." His favorite classes were the defensive driving and the firearms.

Glass says that ultimately he wants to help people. "I feel that law officers should be held to a higher standard—looked up to as a role model."

"The HCC instructors were incredible," he said, "They were beyond accommodating. They made sure we had their cell phone numbers if we needed help."

Thirty-four-year-old, Eric Giles wholeheartedly agrees, "The support system was awesome. 'Dee Parton is an incredible advisor and instructor. Not one question went unanswered," he said. Giles enrolled in the BLET program after working 8 years for the Department of Transportation. He said he grew up around policemen and had several friends on the force. "I just naturally developed an interest in pursuing a law enforcement career."

Twenty-five-year-old Cody Grasty also commented on the outstanding support of the instructors. "They went beyond the book," he said. Grasty first became interested in law enforcement during high school when he held an Explorer post with the Waynesville Police Department. "I like the satisfaction I get from helping people," he said.

HCC's most recent graduating Basic Law Enforcement Training (BLET) class all passed the state exam. Dee Parton, HCC Coordinator of Public Safety Training, says, "This group worked extra hard

and was one of the most professional, mature groups that I have had the pleasure to be associated with. One hundred percent to pass POPAT and one hundred percent to pass the State Exam! They are to be commended."

The eight graduates completed 35 different blocks of instruction for a total of 714 hours of law enforcement training. Graduates may have as many as 60 different instructors during this time, many of whom are active law enforcement officers. Active law officers bring real life experiences to the classroom.



(Above from left) Mark Glass, Cody Grasty and Eric Giles are three of the most recent graduates of the BLET program.



To successfully complete the BLET program, Cadets must pass the Police Officer's Physical Abilities Test (POPAT). This is an obstacle/agility course in which participants must complete a variety of tasks, such as carrying dead weight, climbing stairs, push-ups and sit-ups in a timed period. Then, they are eligible to take a four-hour State Examination. After successfully passing the exam, the cadets have 12 months to find an agency to be sworn in with or lose their certification.

The college also offers many continuing education courses designed to help law enforcement officers renew their certifications.

## Up through the ranks

Bryan Whitner, Chief of Police of Canton, has one main goal: provide and give 100% to the people of Canton. "I hope to have the tools and support to make Canton the best place to live and work," he says. "To do this, you have got to have a love for the people you serve."

Whitner explains that law enforcement is not all about writing tickets. It entails many other facets such as planning budgets, resolving personnel issues, preparing for special events, and most importantly, helping people.

"I like being able to make people feel secure," he explains. "I strive to help everyone I can be safe. I just like helping people."

Whitner has worked for the Canton Police Department since 1987, first as a part-time patrol officer then in criminal investigations. Next, he spent 17 years as a detective. He then advanced to patrol captain, which is essentially second in command behind chief of police.

Whitner says the whole department has been very supportive and encouraging in his journey to continue his education. "I had aspirations to be more than a patrol officer," he explains. "Bill Guillett (recently retired police chief) said that I needed to further my education if I wanted to advance in my career. Even the town manager encouraged me to go back to school."

So while working full-time, Whitner began classes part-time. He took Basic Law Enforcement classes at Southwestern Community College. It was not offered at HCC at the time. He graduated from HCC's Criminal Justice Program in 1998. He received a bachelor's degree in 2006 from Western Carolina University, working full-time while completing the degree.

"When I did go back (to school), I did much better than I would have straight out of high school," Whitner says. "I was older and more mature. I had 8 to 10 years experience on the job, so that helped me bring the job experience to my course work. Being older, I was more open to learning."

Whitner has the firm belief that the more training you have, the better off you are. This is especially true in law enforcement. As a result, every officer takes refresher courses, learns new technology, achieves new certifications, and additional training continuously.

"Throughout my career, I have always remembered what my high school football coach Doug Brooks told me, 'You either get better or get worse. You don't stand still.' This has been a motivation for me."

Taking this to heart, Whitner became the Chief of Police for Canton upon the retirement of Guillett in July of 2010.

While Whitner recognizes that no town is free of crime, the town of Canton is resting in good hands with the dedication and determination of its new Chief of Police.





## Reaching out

After 20 years in public and customer service, HCC Criminal Justice student Diane Raines decided to come back to school for a career in helping troubled youth.

"I remember what it was like to grow up here," Raines says. "Kids that get in trouble need discipline and incentive to change. Sometimes these youth just need someone to sit and talk with them. Just listen."

Raines has had various jobs—such as at cable companies and Southern Concrete—but she realized to get a better job, she needed to return to school. And returning to school as a middle-age-student was an adjustment.

"Being around the younger generation, sitting in a classroom was

something I had to get used to," she explains. "Getting back into the habit of reading, studying, and being more disciplined was something I had to learn again. And the test anxiety was really hard for me to get over."

But she did get over it. At HCC's Honors Day Ceremony last spring, Raines was recognized as one of two outstanding students in the Criminal Justice Program.

Another plus of going through the program is the joy she gets from service learning projects. "These projects bring out the best in me. I enjoy it. I feel good knowing that we are doing something for someone else. It makes me want to strive to do more. It has awakened a sense of civic-minded awareness."

HCC's Criminal Justice Club is very active in community service projects. Recently, Raines was instrumental in organizing a motorcycle benefit run for underprivileged children in Haywood County for the Thanksgiving/Christmas season.

Another bonus for attending HCC's program is that Raines would like to get back into the workforce quickly. Traditionally, the program requires two years of study. In those two years, students consider the role of the criminal justice system within our society and acquire knowledge of criminal justice systems and operations with a focus on local, state, and federal law enforcement, judicial processes, corrections, and security services.

Raines' ultimate goal is to become a juvenile probation officer in Haywood County. "I enjoy helping troubled teenagers. I would really like to remain in the county to give these teens a way to overcome their problems."



## Emergency Services

**E**mergency Services Training at HCC offers many courses of study. The college offers three levels of Emergency Medical Technician—Basic, Intermediate and Paramedic. First Responder and Medical Responder courses are also taught, as well as targeted life support courses and the latest CPR courses. For example, the department recently held two CPR training sessions for the Haywood County School System and Bethel Christian Academy. Participants learned the basics of first aid and CPR for both adults and children.



## By the numbers

In 2009, the HCC Emergency Services department taught 57 EMS classes, registered 894 students and taught a total of 29,338 hours.

Tonya Clark, HCC Coordinator of EMS Training says, "Each individual trained in CPR and First Aid has the potential to make a difference in someone's life."

## A CAREER OF SAVING PEOPLE

Danny Owenby, Paramedic Supervisor for Haywood County Emergency Medical Services, has made a career out of saving people. As one of three full time supervisors, Owenby manages day to day operations of Haywood EMS. He deals with personnel, scheduling and vehicle maintenance. And on top of these duties, he answers calls when needed. He works 24 hour shifts every 3 days.

"We pride ourselves with our response time. Try to keep it under 15 minutes. We average 12 ½ minutes, well below the national average of 18 minutes," he said.

Owenby has been involved with emergency services since he turned 18 years old. "When I lost my dad, I realized I wanted to help people," he said. That is what prompted him to first volunteer for the Haywood County Rescue Squad and to enroll in his first EMT class at HCC. Over the years, Owenby has taken everything that HCC offers in this field. "I took my training there because it was close to home which made it much easier to work full time while enrolled in a class," he said.

According to Owenby, to work in the emergency services field a person must have compassion, must be caring and must have the ability to stay calm. "At times, dealing with family members can be trying. It is difficult to have to impart bad news. I try my best to ease the pain of a sad situation," he said.

After 21 years working for the Haywood EMS, Owenby has developed a fondness and a love for Haywood County people. When he is on-call, he could be dispatched anywhere within the 540 square miles of the county. According to Owenby, "If you have an accident or emergency on a trail back in the woods, we will more than likely meet you somewhere on the trail. As you are coming out, we will be coming to you," Owenby said.

Owenby is member of the incident management team for Haywood County and Western NC and is also a certified dispatcher. He works part-time as a Fire and EMS instructor at HCC. "I enjoy passing on information that I have acquired over the years. I love teaching," he said.

*Note: Haywood EMS has 6 trucks. They are the primary provider of any EMS care in Haywood County and was established in 1971.*

**THE HAYWOOD COMMUNITY COLLEGE BOARD OF TRUSTEES**  
RECENTLY DESIGNATED COLLEGE FUNDS FOR THE PLANNING OF AN  
EMERGENCY SERVICES MULTIFUNCTION FACILITY TO SERVE ALL  
EMERGENCY SERVICE AGENCIES.



# Fire & Rescue

Each year, HCC does its part in educating fire and rescue personnel not only from Haywood County but from all over the region as well. The college holds Firefighter I and II classes, Fire and Rescue Specialty classes and Rescue Tech Certification classes. The college works with individual fire departments to schedule specific training when needed.

Just recently, HCC held its first Fire Academy training. Eight graduates completed a total of 226 hours of study. According to Dee Massey, HCC Fire and Rescue Training Coordinator, "These eight cadets learned how physically demanding it is to be a firefighter and left with the knowledge of what is expected of them to do the job in our communities."

Cody Stiles was one of those graduates. He is classified as a Level II fireman through the state. He is working on his 5th year as a volunteer fireman for the Saunook Fire Department in Haywood County. "It is an all-volunteer fire department — I am very proud of that," he said. He works full-time as a groundman for the Town of Waynesville.

Through HCC, Stiles has received additional fire training at local fire departments. "Once I

started taking classes, I wanted to learn more and more," he said. "A person needs to keep going back and taking classes. You can never stop learning."

Stiles is also a certified Emergency Medical Technician (EMT.) He received his training at HCC and is currently working towards certification as a rescue technician.

As a lieutenant with the department, Stiles serves as a line officer. He oversees the crew and comes up with a plan of action at a fire. He says that the recent Fire Academy training taught him how to work as a team with fellow firefighters.

According to Stiles, the training he has received through HCC has prepared him to face the challenges of being a fire fighter. "The training can be very intense. You may have a lot of different instructors, all of whom bring real-life experiences into the classroom," he said. "Most of them are not just instructors but actual firefighting professionals."

When asked why he volunteers, Stiles admits with a smile that it is exciting, but the real reason he puts on the fireman's hat is to help people. "I want to know at the end of the day, I have made a difference," he said.

**IN 2009, THE HCC FIRE AND RESCUE DEPARTMENT TAUGHT 179 FIRE AND RESCUE CLASSES, REGISTERED 3,008 STUDENTS AND TAUGHT A TOTAL OF 49,814 HOURS.**

Cody Stiles



## Helping people in a small town

As one of four sworn female officers for the Waynesville Police Department, Patrol Officer Paige Snowden recognizes the biggest challenge of her job is being a female in a predominately male career field. "People always want to talk with a male officer. They don't seem to respect females as much."

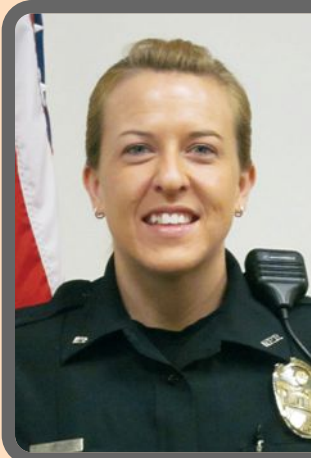
Even with these barriers, Snowden enjoys working in a small town. Responsibilities range from checking on local businesses to domestic disputes. "The same things happen in Waynesville versus a large city, just not as often."

Snowden really enjoys her job because she is always doing something different. "This job gives you a certain amount of freedom and independence. And it is rewarding to help people in different ways in difficult situations."

Snowden completed HCC's Criminal Justice Alliance program where she studied for three years at the community college then finished her fourth year at Western Carolina University with a Bachelor's degree. In addition, she completed HCC's Basic Law Enforcement Training in 2006.

While it is important to her to advance her career, Snowden is content to work close to home for now. This spring, she will marry another law enforcement officer, Chris Shell with the Haywood County Sheriff's Office.

"I really enjoy working in a small town and knowing that I am helping people."





# Healthcare Careers

## Take Your Pick at HCC

Nursing student Wendy Rector is juggling family life with school studies as she pursues a degree from HCC.



### HEALTHCARE BUSINESS INFORMATICS

The newest option at HCC is Healthcare Business Informatics. Graduates of this program work as key members of health care teams by providing information technology customer support in health related facilities. This curriculum prepares individuals for employment as specialists in installation, data management, data archiving/retrieval, system design and support, and computer training, for medical information systems.

Students learn about the field through multi-disciplinary coursework including the study of terminology relating to informatics, system analysis, networking technology, computer/network security, data warehousing, archiving and retrieval of information, and healthcare computer infrastructure support.

Graduates should qualify for employment as database/data warehouse analysts, technical support professionals, informatics technology professionals, systems analysts, networking and security technicians, and computer maintenance professionals in the healthcare field.



### ALWAYS IN HIGH DEMAND

And as always, there is demand for nurses. A career in nursing is a great path to a sound career with excellent pay and benefits. HCC's nursing program has a reputation for supplying the region with nurses who are ready to go to work as soon as they finish the program.

"HCC nurses are wonderful," explains current nursing student Wendy Rector. "You hear it all the time."

Wendy worked in the medical field in various capacities over the last several years. She has two degrees under her belt including Dental Radiology from a nearby community college and Medical Assisting from HCC. She spent nine years as an orthodontic assistant. She realized in that field, she had reached as far as she could go and was not satisfied. Her husband began to encourage her to come back to school.

Coming back to school was a difficult decision for Wendy because not only does she have three kids ages 13, 9, and 4; but she also is their primary caregiver for sometimes three months at a time while her husband is at work in Alaska.

Since making the decision to come back to school, Wendy has decided that everyone has potential, the key is finding it. "It's not a matter of having more to lose as an older student," she explains. "It's a case of having more to gain. You know how hard it is to paddle that boat. If you apply yourself, anyone can come back to school."

Wendy says she spent the summer taking CNA classes at HCC to get up to par for the nursing program. She says in the evenings, she's the mom sitting on the bleachers taking up quite a few rows with all her books spread out. And this serves as an inspiration to her kids and other kids around her.

The Cruso resident says she chose HCC because she is familiar with it. "I owned a small business for 10 years and I want to give back to my community and support my community." What better way than to attend the local community college.

For those interested in the medical field, HCC has an option to fit their career choice. The college is dedicated to providing the community and region with the workers for tomorrow's workforce in one of the fastest growing fields.

ACCORDING TO THE UNITED STATES DEPARTMENT OF LABOR, BUREAU OF LABOR STATISTICS, **HALF OF THE FASTEST GROWING OCCUPATIONS ARE HEALTHCARE RELATED.** IN ADDITION, THE FIELD WILL HAVE MORE JOBS THROUGH 2018 THAN ANY OTHER INDUSTRY.

### HCC CONTINUING EDUCATION HEALTH SERVICES COURSES

- Nurse Aide I
- Nurse Aide I Refresher
- Nurse Aide II
- Medication Aide
- Phlebotomy

*For more information about the Continuing Education Health Services Course offerings, please contact Sandra Fischer at 828.565.4145.*

### HCC CURRICULUM PROGRAMS

#### ASSOCIATE DEGREE OPTIONS:

- Healthcare Business Informatics-NEW
- Medical Assisting
- Medical Office Administration
- Nursing

#### DIPLOMA OPTIONS INCLUDE:

- Medical Insurance Coding
- Medical Office Administration

#### CERTIFICATE OPTIONS:

- Medical Receptionist
- Medical Office Administration



# Military Leadership

## Teaching the Basics of Good Leadership



### Traits of a Leader

- **Emotional stability** — ability to tolerate frustration and stress
- **Dominance** — competitive, decisive, and enjoy overcoming obstacles
- **Enthusiasm** — active, expressive, and energetic
- **Conscientiousness** — dominated by a sense of duty and very exact character
- **Social Boldness** — spontaneous risk-takers
- **Tough-minded** — practical, logical, and to-the-point
- **Self-assured** — self confident, resilient
- **Compulsiveness** — controlled, very precise
- **High-energy**
- **Intuitive**
- **Mature**
- **Team-oriented**
- **Charismatic**

For more information about these traits, visit [www.smallbusinessnotes.com](http://www.smallbusinessnotes.com).

**HCC** is offering Military Leadership, geared toward helping students become leaders among their peers and in the community.

This course is designed not to turn students into soldiers, rather it is designed to teach leadership through time honored and proven strategies used by the United States military. The goal is to teach both personal leadership as well as the skills to lead small groups and even large organizations.

Students enrolling in this course will be taught leadership not simply from a book or lecture. The course will rely heavily on labs that allow students to apply leadership skills as they learn them. Communication and

teamwork skills will be tested in a hands-on exercise. Activities to help students learn how to lead while under duress will be used. Personal and peer counseling and mentoring will be practiced by participating in activities such as rappelling. Real life examples of leadership will be on display as guest speakers that have served in the military for most of their lives will share their experiences. Modern films will be used to show examples of leadership skills that work and those that do not.

Leadership skills are being taught at the earliest of ages in schools across the country. Awareness of the importance of good leadership is at an all time high. This course takes an interactive approach to teaching the basics of good leadership.

**THE GOAL OF THIS COURSE IS TO TEACH BOTH PERSONAL LEADERSHIP AS WELL AS THE SKILLS TO LEAD SMALL GROUPS AND EVEN LARGE ORGANIZATIONS.**

### MILITARY LEADERSHIP

**Tuesday and Thursday from 1-1:50 p.m.**

Learn the Fundamentals of Leadership and how to form a personal leadership philosophy.

#### STUDENTS WILL:

- Complete a leadership reaction course
- View films such as *Black Hawk Down*, *The 300*, and *When We Were Soldiers* to illustrate leadership concepts
- Guest speakers to illustrate leadership styles

- Team communication exercises
- Hands-on Skills Exercise to teach team leadership under duress
- Learn self assessment and peer assessment
- Rappelling to learn counseling and peer support skills





# UNWRAP A SWEET DEAL

Haywood Early College

By Diana Conard



**“THROUGH THIS EXPERIENCE, I FEEL MORE PREPARED THAN NEW INCOMING COLLEGE FRESHMEN. I HAVE ALREADY LEARNED HOW TO JUGGLE A COLLEGE SCHEDULE AND HOW TO COMPLETE COLLEGE HOMEWORK. I FEEL SO PREPARED FOR COLLEGE. THE TEACHERS AT HCC AND HAYWOOD EARLY COLLEGE GAVE US THE TOOLS WE NEED TO SUCCEED.”**

— Brooke Trantham

**B**rooke Trantham considers what she got was a sweet deal. When she started a four year college this fall, she only has to spend four years to complete a Bachelor's and Master's degree. She is able to do this because she completed requirements for high school and an associate in arts degree at Haywood Early College.

Trantham was one of seven in Haywood Early College's first graduating class and she is well aware of the big payoff she received. "The early college experience matured me a lot faster than other high school students and taught me how to set higher standards for myself," Trantham says. "I was able to choose from so many different class options like forestry and accounting and taking those classes helped me decide what I want to do next."

Trantham says she really enjoyed the accounting class and realized that an office environment would suit her well. She knew in the back of her mind that she had to make good grades so they would transfer to a four year college.

"Through this experience, I feel more prepared than new incoming college freshmen. I have already learned how to juggle a college schedule and how to complete college homework. I feel so prepared for college. The teachers at HCC and Haywood Early College gave us the tools we need to succeed."

Haywood Early College High School is an autonomous public high school located on the campus of Haywood Community College. The school enrolls students in grades 9 through 13. Students enroll as a freshman in high school and college simultaneously and may graduate with a high school diploma and associate of arts degree at the end of five years tuition free.

This opportunity for students is made possible by a grant and an articulation agreement between Haywood Community College and Haywood County Schools. To

enroll, students make application to Haywood County Schools.

But Haywood Early College is not for everyone. As Principal Doris Hipps-Greene explains, "This school is a good fit for students whose lives do not center around sports or music and they need to want to come. The school is designed for first generation college-goers."

Haywood Early College offers students a tremendous amount of support. "We have so many resources here," says Hipps-Greene. "In addition to small class sizes and individual attention, all the students are given the opportunity to be leaders. And we have such a diverse population."

Along with a wide variety of classes to choose from, HEC students are involved in clubs and job shadowing, and have the option to attend a fall dance and a prom. There is also a yearbook in which students can play a part in designing.

Some of the clubs students can select are: envirothon, student government association, sports, health and fitness, analytical thinking, literature, and teacher cadet. Participating in a club is mandatory for freshmen and sophomore, but optional for upperclassmen because their schedule is not as flexible.

Job shadowing is also a requirement for all students. While job shadowing aids in career decision-making, students also learn other key skills such as speaking in front of a crowd, how to do power points and presentations, building relationships, and mentoring. Through this project-based learning concept, students may work in a department or office on the college

campus or if they have transportation, can work off campus. Through job shadowing, the students with the best presentation or ability to speak to a crowd, earns the right to recruit at middle schools in the county for HEC.

Most HEC students seem very happy with the choice they have made to attend the alternative high school. For fifth year student Joey Pelletier, the decision was an easy one when he considered that he would get a high school diploma and associate degree at the same time. "I feel like this is my school," he explains. "You know everybody and everybody

knows you. The help you get in each class is infinite. It just depends on how serious you are as a student. The experience has made me more independent." After finishing in the spring, Pelletier hopes to continue his education at East Tennessee State University.



Fourth year student Brittany Surret appreciates that this experience has taught her what to expect from college. "When my sister started school at HEC this year, I told her this is the perfect school if you want to succeed but also want to be pushed. You have to work hard."

Hipps-Greene, who has spent many years in public schools, says, "Haywood Early College is very refreshing for me. The student body is non-judgmental of each other. Something you don't normally see in public schools."

Now in its fifth year, HEC has 157 students. Selection of students is made by the Haywood County Public Schools according to the guidelines and criteria of the Early College High School Grant and the Governor's Learn and Earn Program/New Schools Project. Interested students should apply by early April. Applications are available through Haywood County Schools Central Office and Haywood Early College High School Principal/Dean's Office. For more information about HEC, please call 828.565.4011.



# Wired for Success

## Electronic Engineering Technology

By Debra M. Davis

**J**im Falbo, HCC Electronic Engineering Instructor, wants to give his students a safer learning environment that will facilitate more hands-on learning experiences for each individual. By creating individual work stations, Falbo says that students will spend less time watching other students perform skills tasks and more time performing the work themselves.

"By miniaturizing lab equipment, the cost of maintaining the labs will be less," Falbo said. "Students will learn the same material that has been taught in the past on one large machine. The miniature machines operate with

similar software and use the same range of motion. The skill sets for operating these machines easily transfer to larger equipment." Also, Falbo says that the miniature equipment can be used to teach students to solve problems individually. "When I want to teach a student how to handle a repair, I can put a fault in the system and an individual student will have to solve the problem and fix it," he said.

In the past, Falbo worked for over 10 years as an electrician in a nuclear plant.

As a journeyman electrician he often was called on to help train apprentices. He soon realized that he enjoyed teaching and would like to pursue an academic career. He went to college while working full-time and eventually received a bachelor's and a master's degree from the University of St. Francis in Joliet, Illinois. It took him 15 years of going to college part-time to finally earn his master's degree.

Before arriving at HCC, Falbo taught at Grundy Area Vocational Center and also taught part-time at Joliet Junior College.

Over the years, Falbo says that he witnessed a shift in skill sets needed by electronic engineers. Now new technologies put emphasis on alternative energy sources and their implementation into mainstream electronics.

In Spring 2011, HCC hopes to introduce a course in Alternative Energy ALT 220. Students will learn about creating electricity or heat with photovoltaics. There

will be no prerequisites and students will have the opportunity to work on several projects.

Projects will include the following:

- A solar-powered fish feeder for the millpond
- A solar-powered golf cart charger for maintenance
- A passive solar heater. It will assist heating in a Habitat House. Students will monitor after installation and collect data.

Falbo also plans to collaborate on projects with other programs and departments on campus. The capstone project for the EET program will be a collaboration with the Criminal Justice program. A capstone project incorporates everything learned in a program.

In EGR 285, The Design Project, students will

build a surveillance robot that can be used in high risk situations. Only one robot will be built per class. The robot will be remote controlled and will have night vision capable of seeing objects in the dark 30 feet away. It will also have a spotlight and a siren.

According to Falbo, improvements can always be made to a design. He hopes that criminal justice students can set up crime scenarios to use the robot. "End users can often come up with ideas that the engineering students hadn't thought about," he said.

After the robot is built, Falbo plans to donate it to a local law enforcement agency. The college will provide the agency with free training and maintenance.



### Is EET for you?

These skills will help you succeed as an Electronic Engineering Student:

- **Basic knowledge of computer use**
- **Understand common programs such as spreadsheets and Word documents**
- **Email**
- **Basic math skills**
- **Be able to organize yourself electronically**
- **Accept the fact that you are not finished learning when you graduate**

HCC Electronic Engineering Instructor Jim Falbo (above) demonstrates a surveillance robot similar to the ones students in EGR 285 will build.



# Programs of study



## Your Community. Your College.

That's right. We are your community college. Close to home and affordable. For over 45 years, HCC has been there for your educational needs.

Currently, HCC serves over 8,000 students every year—everyone from dual-enrolled high school students to senior adult continuing education students. There are options for everyone and every age. Choose a program today and you could be on your way to success.

### CONTINUING EDUCATION COURSES

HCC offers many courses through our Continuing Education program. From nurse aid or computer technology classes

to notary or quilting classes, there is sure to be a course of special interest to you. Whether you are looking to upgrade your job skills in your present job, acquire skills for a new job, or just want to learn something for the fun of it, we have the classes for you. For more information about our many community and workforce development programs, call 627.4669.

### WHAT WILL I GET PAID?

Individual salaries vary based on the region, the size of the employer, and the employee's education, experience, and skill level. You can research your potential salary at Salary.com, The Occupational Outlook Handbook at the U.S. Bureau of Labor Statistics web site ([www.bls.gov](http://www.bls.gov)) or by checking with professional organizations and local employers.

FOLLOWING IS A LIST OF PROGRAMS AND AREAS OF STUDY OFFERED BY HCC. **CALL 828.627.4500 FOR MORE INFORMATION OR VISIT HCC ON THE WEB AT [WWW.HAYWOOD.EDU](http://WWW.HAYWOOD.EDU).**

### Accounting

*AAS, DIPLOMA, CERTIFICATE.* Careers in accounting firms, large and small corporations of varying types preparing financial statements, balance sheets, and tax returns.

### Associate in Arts

*AA.* This program is a college transfer program paralleling the freshman and sophomore years of a four-year college or university, for students who want to major in English, communications, foreign language, social science, education, fine arts, or humanities.

### Associate in General Education

*AGE.* Option I-individualized program, Option II-early childhood emphasis Birth-Kindergarten. This curriculum is designed for individuals wishing to broaden their education, with emphasis on personal interest, growth, and development.

### Associate in Science

*AS.* This program is a college transfer program, paralleling the freshman and sophomore years of a four-year college or university, for students who want to pursue four-

year degrees in areas of study such as mathematics, engineering, computer science, the sciences, or professional programs that require a strong mathematics and science background.

### Autobody Repair

*DIPLOMA OR CERTIFICATE.* Entry-level employment opportunities are available in the automotive body and refinishing industry. Graduates may find employment with franchised independent garages or dealerships or they may become self-employed.

### Automotive Systems Technology

*AAS, DIPLOMA, CERTIFICATE, CERTIFICATE IN DIESEL.* Employment with dealerships and privately-owned garages diagnosing, servicing and repairing automobiles and light trucks. Graduates should be prepared to take the ASE exam.

### Biotechnology (collaborative)

*AAS.* HCC and Asheville-Buncombe Technical Community College have a collaborative agreement wherein an HCC student can complete an AAS degree at







A-B Tech. Graduates may find employment in various areas of industry and government, including research and development, manufacturing, sales, and customer service.

## Building Construction Technology

*AAS, DIPLOMA, CERTIFICATE, OR CERTIFICATE IN GREEN BUILDING CONCENTRATION.* Graduates should qualify for entry level jobs in any general construction setting and be able to advance quickly to management positions such as supervisors, superintendents, project coordinators, project planners, estimators, and inspectors.

## Business Administration

*AAS, DIPLOMA, CERTIFICATE.* Employment with governmental agencies, financial institutions and small to large businesses or industry. Available online or in classroom.

## Computer Information Technology

*AAS, DIPLOMA, CERTIFICATE.* Positions in computer systems maintenance and troubleshooting, support and training, and business applications design and implementation.

## Cosmetic Arts

*AAS, DIPLOMA.* Employment opportunities are available in full-service salons, as skin/nail specialists, and as platform artists upon passing the State Board Exam.

## Cosmetology Instructor

*CERTIFICATE.* Graduates of the program may be employed as cosmetology instructors in public or private education and business.

## Criminal Justice Technology

*AAS, (CERTIFICATE OPEN ONLY TO HIGH SCHOOL STUDENTS REGISTERED IN THE CONCURRENT ENROLLMENT PROGRAM).* Positions within local, state, and federal law enforcement, corrections, and security as police officer, deputy sheriff, county detention officer, state trooper, intensive probation/parole surveillance officer, correctional office and loss/prevention specialist. Law Enforcement Agencies may require additional certificates or training academies. Available online or in classroom.

## Criminal Justice Technology Alliance Program

*AAS AND AA.* Upon three years of coursework at HCC, qualifying students can transfer to Western Carolina University as seniors for a final year of coursework in the BS degree program in criminal justice.

## Early Childhood Education

*AAS, CERTIFICATE, CERTIFICATE IN INFANT/TODDLER CARE.* Positions planning and implementing developmentally appropriate programs in preschools, public and private schools, recreational centers, Head Start Programs and school-age programs. Available online or in classroom.

## Electrical/Electronics Technology

*AAS, DIPLOMA, CERTIFICATE.* Job opportunities in residential home wiring, troubleshooting electrical circuit problems, installing motors and controls in homes. Graduates will also be prepared to take the State electrical contracting license exam upon successful completion of the required apprenticeship.

## Electronic Engineering Technology

*AAS, CERTIFICATE.* Positions as engineering assistants or electronic technicians designing, building, installing, testing, troubleshooting, repairing, and modifying developmental and production electronic components, equipment and systems.

## Entrepreneurship

*AAS, DIPLOMA, AND CERTIFICATE.* Graduates will be prepared to open their own small business. Students will learn concepts such as Innovation and Creativity, Marketing, Funding, and Entrepreneurship Issues. Available online or in classroom.

## Esthetics Instructor

*CERTIFICATE.* Graduates of the program may be employed as esthetics instructors in public or private education and business.

## Esthetics Technology

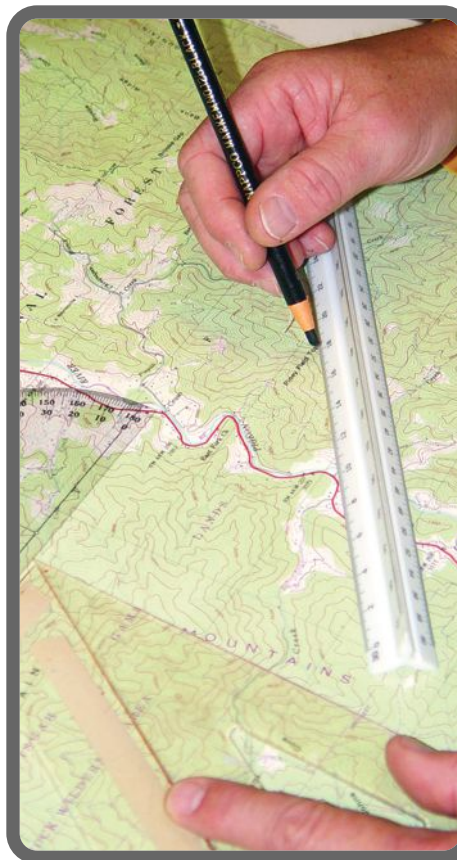
*CERTIFICATE.* Knowledge and job skills needed to work in a full-service salon, as a platform artist, or to start your own business.

## Film and Video Production Technology

*AAS, CERTIFICATE IN VIDEO EDITING AND POST-PRODUCTION OPERATIONS.* Designed to prepare the graduate for entry-level production positions ranging from television to feature films.

## Financial Services

*AAS, DIPLOMA, CERTIFICATE.* Graduates may find employment with banks, savings and loans, credit unions, insurance companies, brokerage firms, pension benefit companies, realty firms, and mortgage companies.



## Fish and Wildlife Management Technology

*AAS.* Graduates should qualify as fish and wildlife management technicians with state and federal agencies and private enterprises involved with natural resource management.

## Forest Management Technology

*AAS OR CERTIFICATE IN NATURAL RESOURCE SPECIALIST.* Graduates should qualify for entry into positions as forest technicians with federal, state, and private forestry enterprises.

## General Occupational Technology

*AAS, DIPLOMA, OR CERTIFICATE.* Graduates will become more effective workers, better qualified for advancements within their field of employment, and become qualified for a wide range of entry-level employment opportunities. Certificate available online or in classroom.

## Geospatial Technology

*CERTIFICATES IN ADVANCED GEOSPATIAL SPECIALIST, GLOBAL POSITIONING SYSTEMS SPECIALIST, OR PROPERTY MAPPING SPECIALIST.* Graduates should find employment as field technicians or as database and mapping assistants.



## Healthcare Business Informatics

*AAS.* Graduates should qualify for employment as database/data warehouse analysts, technical support professionals, informatics technology professionals, systems analysts, networking and security technicians, and computer maintenance professionals in the healthcare field.

## Horticulture Technology

*AAS, DIPLOMA, OR CERTIFICATE.* Jobs developing, installing and maintaining lawns, shrubs, trees and flowers for residential, commercial, and recreational properties. Also prepares graduates to start their own lawn maintenance business.

## Industrial Systems Technology

*AAS, DIPLOMA, OR CERTIFICATE.* Technician positions in manufacturing businesses maintaining heavy equipment.

## Low Impact Development

*AAS OR CERTIFICATE IN LID SPECIALIST.* Graduates will be prepared to serve as specialists in the analysis of land and in the preparation of low impact development recommendations. Graduates will be able to successfully serve as liaisons between landscape architects and engineers and the construction companies implementing designs. Graduates will also be well versed in local and regional permitting issues and environmental concerns present and future.

## Machining Technology

*AAS, DIPLOMA, OR CERTIFICATE.* Jobs in industrial and metalworking machinery and equipment manufacturing as computer numeric controlled (CNC) and conventional machine tool operators.

## Manicuring/Nail Instructor

*CERTIFICATE.* Graduates should be prepared to take the North Carolina Cosmetology State Board Manicuring Instructor Licensing Exam and upon passing be qualified for employment in a cosmetology or manicuring school.

## Manicuring/Nail Technology

*CERTIFICATE.* Knowledge and job skills needed to work in a full-service salon or to start your own business.

## Mechanical Engineering Technology

*AAS, CERTIFICATE IN ENGINEERING DESIGN.* Employment opportunities in manufacturing, fabrication, research and development and service industries assisting in the design, development, testing and repair of mechanical equipment.

## Medical Assisting

*AAS, DIPLOMA IN MEDICAL INSURANCE CODING, OR CERTIFICATE IN MEDICAL RECEPTIONIST.* Graduates of CAAHEP accredited medical assisting programs may be eligible to sit for the American Association of Medical Assistants' Certification Examination to become Certified Medical Assistants. Employment opportunities include physicians' offices, health maintenance organizations, health departments, and hospitals.

## Medical Office Administration

*AAS, DIPLOMA, CERTIFICATE.* Employment opportunities are available in medical and dental offices, hospitals, insurance companies, laboratories, medical supply companies, and other health-care related organizations.

## Networking Technology

*AAS, DIPLOMA, CERTIFICATE.* Specialist positions planning, developing, and administering network and communication systems. Graduates should be prepared to sit for certification exams, which can result in industry-recognized credentials.

## Nursing

*AAS.* Healthcare careers treating the sick and injured in hospitals, doctors' offices, clinics and public health agencies. Graduates of this program are eligible to apply to take the National Council of State Boards of Nursing Licensure Examination (NCLEX-RN).

## Office Administration

*AAS, DIPLOMA, AND CERTIFICATE.* Administrative business office jobs requiring proficiency in operating high-tech office equipment, including computers.



## Office Administration-Legal

*AAS, DIPLOMA, CERTIFICATE.* Graduates should qualify for employment in corporate legal departments, private practices, including real estate and estate planning, and city, state, and federal government offices.

## Professional Crafts-Clay

*AAS, DIPLOMA.* Graduates will be able to open and operate their own pottery studio, work for existing pottery businesses, or transfer to a four-year degree program.

## Professional Crafts-Fiber

*AAS, DIPLOMA.* Graduates will be able to open and operate their own weaving studio, work for an existing weaving business, or transfer to a four-year degree program.

## Professional Crafts-Jewelry

*AAS, DIPLOMA.* Graduates will be able to start and operate their own jewelry studio, work for an established jeweler, or transfer to a four-year degree program.

## Professional Crafts-Wood

*AAS, DIPLOMA.* Graduates should be prepared for self-employment, to fill existing positions in the craft industry, or transfer to a four-year degree program.

## School-Age Education

*AAS.* Employment may be found as teachers in child care programs, before/after-school programs, paraprofessional positions in public/private schools, recreational centers, and other programs that work with school-age populations.

## Therapeutic Massage

*AAS, DIPLOMA.* Employment may be found in hospitals, rehabilitation centers, health departments, home health, medical offices, nursing homes, spas, health and sports clubs, and private practices.

## Welding Technology

*AAS, DIPLOMA, OR CERTIFICATE.* Positions with industrial machinery and equipment companies; plumbing, heating, air conditioning contractors, fabricated metal products and transportation equipment manufacturers.



# Important Dates Spring 2011

**LATE REGISTRATION:** JANUARY 6, 9 A.M. TO 7 P.M.  
AND JANUARY 7, 9 A.M. TO 4 P.M.

**CLASSES BEGIN:** JANUARY 10

**CONTINUING EDUCATION:** BEGIN IN JANUARY,  
CHECK SCHEDULES ONLINE

CLASS SCHEDULES FOR BOTH  
**CURRICULUM AND CONTINUING  
EDUCATION COURSES ARE ONLINE  
AT [WWW.HAYWOOD.EDU](http://WWW.HAYWOOD.EDU)**

## INFORMATION:

**Toll Free:** 1.866 Go To HCC

**Main Campus:** 828.627.2821

**Student Success Services:** 828.627.4500

**Financial Aid:** 828.627.4756

**Continuing Education:** 828.627.4669

**Bookstore:** 828.565.4127

APPLY ONLINE AT [WWW.HAYWOOD.EDU](http://WWW.HAYWOOD.EDU) OR VISIT [WWW.CFNC.ORG](http://WWW.CFNC.ORG)